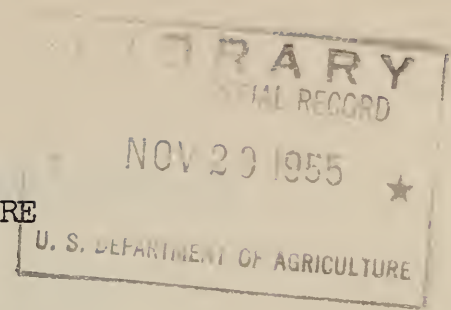


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UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL RESEARCH SERVICE
ANIMAL DISEASE ERADICATION BRANCH
WASHINGTON 25, D. C.

August 3, 1955

ADE BRANCH MEMORANDUM NO. 508.43

To : ADE Branch Stations
From : R. W. Morgan, Administrative Officer
Subject: Adjusted Per Diem Rates

I PURPOSE

The purpose of this memorandum is to state Branch policy and to establish per diem rates for official travel performed by ADE Branch employees within the continental United States pursuant to the increase in maximum regular per diem rate authorized under the provisions of Public Law 189, 84th Congress, approved July 28, 1955.

II BRANCH POLICY

The following per diem rates will be applicable for ADE Branch employees performing official travel:

\$11.00 Per Diem Rate

1. Travel to and from Washington, D. C., and Beltsville, Maryland
2. Attendance at national and/or international meetings
3. Transfers of official station

\$10.00 Per Diem Rate

1. Veterinarians in Charge of field stations
2. Assistant Veterinarians in Charge of field stations
3. Diagnosticians, while performing diagnostic duties
4. Approved attendance at statewide meetings

\$9.00 Per Diem Rate

1. Details (Authorized by Washington office)
2. District Supervising Veterinarians
3. Area Veterinarians

\$8.00 Per Diem Rate

1. (Agent) Livestock Inspectors
2. (Agent) Brucellosis Technicians
3. All other employees performing travel within area designated by Authorization-General

III TRAVEL OF LESS THAN TWENTY-FOUR HOURS DURATION

Travel of less than twenty-four hours duration, when no expense for lodging is involved, shall be computed on the following basis:

<u>When regular rate is:</u>	<u>Adjusted rate will be:</u>
\$11.00 per diem rate	\$6.60
\$10.00 " " "	\$6.00
\$ 9.00 " " "	\$5.00
\$ 8.00 " " "	\$4.80

Example: Employee authorized \$10.00 per diem rate would be entitled to \$3.00 per diem for one half day.

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IV EFFECTIVE DATE

The effective date of the applicable rates is August 3, 1955. Letters of Authorization are in the process of being amended and will be mailed to your station within the next few days.

Th W Morgan

